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CO 680 Career Counseling

Anthony J. Headley

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CO 680- CAREER COUNSELING

Anthony J. Headley, Ph.D. Instructor

Wednesday: 8:00-10:45 pm

Classroom: SH 408

Office: 410 Stanger Hall

Phone: 858-2267

E-mail: tony_headley@asburyseminary.edu

This is intended to be a foundational course in career counseling that will equip students with the necessary knowledge and skills for performing such services in varied settings. The course incorporates both theoretical and applied dimensions of career counseling. Though primarily designed for students in the MA Counseling program, the course would be valuable for students in other programs who work with adolescent and other populations.

OBJECTIVES

As a result of completing this course, students shall:

1. Develop a biblical and theological understanding of career and work as a foundational basis for career counseling.
2. Be aware of the major theoretical approaches to career counseling.
3. Become familiar with career development theories and their relationship to career decision-making.
4. Acquire skills and techniques related to career counseling.
5. Be familiar with a variety of tools used in career counseling including assessment inventories, computer programs, DOT manuals and similar materials.

REQUIRED READINGS

Hardy, L. (1990). *The fabric of this world: inquiries into calling, career choice, and the design of human work*. Grand Rapids, Mich.: W.B. Eerdmans

Brown, D (2003). *Career Information, Career Counseling and Career Development*. Needham Heights, MA: Allyn and Bacon

REQUIREMENTS

1. Active participation in class sessions.

This means that regular class attendance is an expectation in this course. I understand that emergency situations may sometimes arise and lead to your absence. Absences should be restricted to these kinds of circumstances.

2. Career Counseling Project

1. Each student will be required to complete a career counseling project involving at least 5 one-hour sessions. For this project, you will be paired with a class member.

The focus of the sessions should be career issues. The process may involve assisting the person with some career decision or reviewing a recent career decision. On completion of the 5 counseling sessions, each class member will write a minimum 5 page paper on the process. The paper should conform to the following outline:

A. Conceptualization of Issue/ Diagnosis

1. The identified issues and or problems focused on in the counseling
2. The identified counseling goals
3. The relationship of Christian issues to the career problem and as a means of illuminating it.
4. The relationship of career issues to other issues in the counselee's life.

B. Process

1. The counselor-counselee relationship.
2. The counselee's career decision-making process. What style or strategy does the individual use?
3. Any assessment procedures used and how they were used.
4. Counseling interventions used. Be sure to include some guided exposure to a career information system or a similar resources intervention

C. Outcomes

1. Discuss outcomes including goals achieved.
2. Discuss how the outcomes were related to the interventions.
3. Highlight strengths and weaknesses of the sessions including anything that you might do differently in the future.

D. Theoretical Orientation

1. Discuss the career counseling theory you used and your reasons for choosing this approach.

Papers will be strictly graded along these criteria. Students should demonstrate complete coverage of all these areas in a well-written style.

3. Career Center Visit

Students will be placed in small groups to visit a career center to become familiar with resources used in career counseling. As evidence of this visit, each group will prepare a 10 page paper (Double-spaced) that addresses the following:

- An introductory paragraph that gives basic information on the center(s) visited
- The personnel available at the center and how they function to meet the career needs of the population served
- The population served by the center
- The types of services offered at the center
- The variety and types of resources available at the center and how these are used to facilitate the career process (Examples of materials would include books, videos, computer and internet resources. Provide a sample of resources in an appendix at the end of the paper).

Each individual member of the group must contribute to this project by both visiting and assisting in the completion of the paper. There is a Career Center at Asbury College and at UK located on Rose Street. At UK's center only current UK students and alumni can request a career counselor. However, the location is free for you to browse and use. Be sensitive so as not to put undue demands on the Centers' personnel. The career center at Asbury College is located in rather small quarters. It would be best if no more than 2 seminary students were there simultaneously. Please call prior to the visit.

4. Exams

There will be a mid-term and final exam. The final exam will largely cover material from the mid-term onward. However, one section of the exam will require knowledge of the Hardy material and career counseling theories.

5. Career Assessment

You will complete the Strong Interest Inventory (SII). Those who have recently completed this instrument may use those results. Otherwise the test is available for a cost. The actual price will be given at the first class session. This money

should be paid to the office secretary. Students in the MA Counseling program may also choose to use the results of their 16PF testing completed as part of the admission process as an augment to the SII. You will then use these results to write a minimum of a 2-page paper focusing on self-understanding gleaned from the instruments. You should address the following questions in your paper:

What vocational information did you glean from the test?

How do the results of the testing fit with your understanding of yourself?
What are some areas of agreement and disagreement? How do you explain any results that do not fit with your previous self-understanding?

What new insights have you gained from the assessment?

What are the implications of the assessment results for your career choice? How do the results support or not support your current career path? In light of these results, what might you wish to do differently? How do you integrate your career choice with your calling as a Christian?

In place of the above assignment, you may choose to complete the following: Using your present career formation and decision, apply one of the career theories (e.g. Roe, Ginsbergs, Holland, Super etc.) to that journey. How does the theory illuminate your present career goal, what are some points of departure, what are some significant areas that the theory does not address and how do you explain these areas?

6. Class Presentation on Career Needs for a Given Population

You will be assigned to different groups to lead a 40 minutes class presentation. Presentations will focus on career counseling with five of the following populations:

- Career Counseling of Women
- Career Counseling of Men
- Career Development with School-aged populations: choose 1
 - Elementary
 - Middle School Students
 - High School Students
- Career development of college-aged students
- Career Development with the Physically Challenged
- Career Development of the Culturally Different
- Mid life career development or adults in Career Transition
- Career counseling with persons who have left the ministry

Groups should prepare a detailed handout for distribution to class members or make the material available in the class folder. Presentations will be graded on the basis of the

quality of information, presentation style, quality of handouts etc.

SUBMISSION OF ASSIGNMENTS

Assignments may be submitted in hardcopy or by e-mail. If submitted by e-mail, the assignment title should conform to the following format: student's last name, the course number, and assignment title. For example, the submission of the counseling project should read as follows:

DoeCO680project

EVALUATION

Course grade will be determined in the following manner:

1. Individual career counseling project and report - 15%
Due May 10
2. Career center visit with detailed resource list with descriptions - 10%
Due March 15
3. Mid-term exam - 20%
March 30
4. Final exam - 30%
Thursday May 19, 1-3PM
5. Career assessment write-up - 15%
Due April 12
6. Special populations presentation 10%

Incomplete Policy

Incompletes will only be granted for emergency situations beyond your control. Work commitments are not considered emergency situations.

GRADE RANGES

A	94	C	73
A-	90	C-	70
B+	87	D+	67
B	83	D	63
B-	80	D-	60
C+	77	F	below 60

PROPOSED COURSE SCHEDULE

Week 1

Orientation
 Christian Perspectives on vocation, career and work
Read Hardy Text. “The Fabric of This World”

Week 2

Christian Perspective
 History of Career Counseling

Week 3

History of Career Counseling

Week 4

Definitional Issues in Career Counseling
Brown, chapter(s) 1, 3, 4, 14, 17; Hardy, chapter 3
Special Focus on Relationship of Career and Personal Counseling

Theories of Career Development
Brown, chapter 2
Trait and Factor

Week 5

Theories of Career Development
Ginzberg
Super
Video – Lifestyle and Career Development (older persons) 30 mins.
Brown, chapter(s) 2

Week 6

Theories of Career Development
Video – Career Directions – First Part of Film
Roe
Video – Career Self-assessment – 27 min.
Holland

Brown, chapter(s) 2
Social Learning Theory

Week 7

Mid-term Exam

Career Assessment: Qualitative Measures

Brown, chapter(s) 5, 8

Video – Career Directions – Second Part of Film

Week 8

Career Assessment: Quantitative Measures

Brown, chapter(s) 5, 8

Week 9 Spring Reading Week

Week 10

Career Decision Making

Week 11

Resources for Gathering Career Information

Brown, chapter(s) 7, 8, 15

Video – Career Exploration 25 mins

Internet Career Resources

Week 12

Resume writing

Brown, chapter(s) 10, 18

Video – Effective Resumes and Application – 32 mins

Job Search

Brown, chapter(s) 10, 18

Video - Job Search Strategies 23 mins

Week 13

Interviewing Skills

Brown, chapter(s) 10, 18

Video – Sell Yourself – 22 mins

Career Counseling of Varied Populations: Class presentations
Brown, chapter(s) 9, 11-13, 16

Five presentations chosen from the following topics and presented in the listed order.

Career Counseling of Women

Career Counseling of Men

Career Development with School-aged populations:

Elementary

Middle School Students

High School Students

Career development of college-aged students

Career Development with the Physically Challenged

Career Development of the Culturally Different

Mid-life and Career Development or Adults in Career Transition

Career counseling with persons who have left the ministry

Week 14

Career Counseling of Varied Populations: Class presentations

Video – Reinventing Themselves: Adapting to Career Change – 24 mins

Week 15

Final Exam – May 19, 1-3 PM

The professor reserves the right to make modifications in the class schedule.

SOME BIBLIOGRAPHIC RESOURCES: Historic and Christian Emphases

Bradley, L. (1990). *Counseling midlife career changers*. Garrett Park, MD: Garrett Park Press.

Bolles, R. (2002). *What color is your parachute 2003: A practical manual for job-hunters and career*. Ten Speed Press.

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Davis, H. V. (1969). *Frank Parsons: Prophet, innovator, counselor*. Carbondale and Edwardsville, IL: Southern Illinois University Press

Deratany, Edward. (1988). *When God calls you*. Winona Lake, Ind.: Light and Life Press

- Kai Erikson, K. & Vallas, S. P. (1990) (eds.). *The Nature of work: sociological perspectives*. New Haven : Yale University Press
- Ginzberg, Eli, (1951). *Occupational choice: an approach to a general theory*
New York: Columbia University Press
- Herr, E.L. & Cramer, S.H. (1996). *Career guidance and counseling through the life span: Systematic approaches*. 5th edition. Harper Collins College Publishers.
- Holland, J. L. (1985). *Making Vocational Choices*. Englewood Cliffs, NJ: Prentice-Hall.
- Hunt, R. A., Hinkle, J. E. & Malony, H. N. (1990) (eds.) *Clergy assessment and career development*. Nashville: Abingdon Press
- Gottfredson, G.D., Holland, J.L. & Ogawa, D. K. (1982). *Dictionary of Holland Occupational Codes*. Palo Alto, CA: Consulting Psychologists Press.
- Karasek, Robert (1990). *Healthy Work: stress, productivity, and the reconstruction of working life*. New York : Basic Books
- Oates, Wayne Edward (1971). *Confessions of a workaholic: the facts about work addiction*. New York: World Pub. Co
- Oates, W. E (1978). *Workaholics, make laziness work for you*. NY: Doubleday
- Narramore, Clyde M. (1974). *How to choose your life's work*. Grand Rapids: Zondervan
- Palmer, Parker (1990). *The Active Life - A Spirituality of Work, Creating and Caring*. San Francisco: Jossey Bass
- Pines, A. M. & Aronson, E. (1988). *Career burnout: causes and cures*. New York : Free Press
- Roe, A. (1956). *The Psychology of Occupations*. New York: John Wiley.
- Trueblood, Elton (1952). *Your other vocation*. New York: Harper
- Williamson, E. G. (1965). *Vocational counseling: some historical, philosophical, and theoretical perspectives*. New York : McGraw-Hill
- Wingren, Gustaf, (1957). *Luther on vocation*. Translated by Carl C. Rasmussen.
Philadelphia: Muhlenberg Press
- Zunker, V.G. (1986). *Career Counseling: Applied Concepts of Life Planning*.

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